

Community Preservation Act Committee (CPAC)
Meeting Minutes
Thursday, January 20, 2011

The meeting was called to order at 7:05 pm by Peter Jessop in the Town Room at Town Hall.

COMMITTEE MEMBERS IN ATTENDANCE:

Sandra Anderson, John Gerber, Michael Jacques, Peter Jessop, Chair; Vince O'Connor, Vice Chair; Mary Streeter, Clerk

COMMITTEE MEMBERS ABSENT: Gai Carpenter, Ellen Kosmer, Stan Ziomek

STAFF / OTHERS IN ATTENDANCE: Sonia Aldrich, Dave Ziomek, Nate Malloy, Diana Stein, Tevis Kimball, Sarah McKee, George Hicks

AGENDA

- Review proposals and any new materials
- Come up with list of questions prior to presentations
- Approve any minutes from last meeting

DISCUSSION

Each year the debt service amount counts toward the 10% yearly requirement, therefore we will be spending at least the required 10% in each of the three categories.

REVIEW OF NEW PROPOSALS / QUESTIONS FOR PRESENTATIONS

Historic Preservation – Library Projects

Jones Library Chimney Restoration – \$113,000

Peter suggested that this project be brought before the Historical Commission for prioritization and recommendation. That meeting had been cancelled due to snow. This project is not routine maintenance. Vince recommended that this request also be made to the Joint Capital Planning Committee (JCPC). Currently there are some leaks and falling debris issues related to the chimneys.

- Who did the estimates – names, experience, and how their expertise contributes to the accuracy of the estimates?
- Could you get another estimate?
- We'd like a summary of the costs that make up the \$113,000.
- Who would be doing the repairs, architect work, etc? We understand that the project would have to go out to public bid.
- Can the project be phased? If it can be phased, could you provide a plan for phasing including a cost comparison?

Conservation of 6 Historic Paintings, Jones Library Special Collections – \$15,000

Peter asked that this project be submitted to the Historical Commission for prioritization.

- What sort of restriction would go on a moveable object? Would it be in perpetuity?

Nate Malloy informed the committee that Town Counsel said restrictions can be placed on the paintings and written in such a way that, even if the paintings were to leave the collection, the restriction could state, for example, that they must be displayed for public viewing a certain number of times per year. Tevis Kimball said that the paintings are currently on display at the library and would continue to be displayed. Peter expressed his concern that the paintings be viewable by the taxpayers who pay for the surcharge that funds CPA projects. These paintings were donated to the library in the 1920's and they have hung in the library for a number of years.

- Who will write the restriction and who decides how the paintings will be restricted?
- Could the paintings be sold to another town or state?
- It would be helpful in making a recommendation to Town Meeting for this committee to see a proposed draft of the restriction in order for Town Meeting to know exactly what they are paying for. Public access appears to be a critical factor.

John suggested that a funding partner would make this a more compelling project to recommend. Vince suggested that there may already be restrictions from the original donor. Mary requested an update on previously allocated funds for Special Collections artifacts.

North Amherst Library Rehabilitation – Foundation Stabilization – \$10,000 and Insulation – \$11,000

Vince suggested this project be submitted to JCPC and funds also be sought from the entity that provides heat to the building. Peter would like information on how insulation contributes to historic preservation. Diana wondered whether Western Mass Saves would give a rebate for insulating a public building. George Hicks said that was tried that unsuccessfully for the Jones Library.

Affordable Housing

Appraisals and Surveys -- \$20,000 for Housing

- Would these funds be used for new properties or would any of this money be spent on Olympia Drive?

Dave Ziomek said that this money was never intended for Olympia Drive. Housing has never requested appraisal funds before. These funds would be for due diligence for new properties.

- What is the process by which these funds would be expended?
- Who specifically will oversee them?

Belchertown Road Habitat Project – \$40,000

These funds would be for construction materials for a single-family house on Belchertown Road on a site donated by Doug Kohl.

- Could we have a map showing the proposed location of the house on the property and the location of bus stops?

Hawthorne House Feasibility Study – \$10,000

This is a match for \$10,000 for a companion request from the Historical Commission. These funds are for a feasibility study rather than to actually do the work.

- We would like a clear bulleted statement about what work is to be done in the study itself.
- We would like to know whether there would be requests for further funding for any aspects of this property.
- Will a wetlands determination be included as part of the proposed feasibility study?

Facilitating Restoration of Hawthorne House – \$81,200

- foundation and sill work – \$40,000
- potential lead paint work – \$40,000
- dendrology dating study – \$1,200

Vince indicated that he would talk with people in Boston about the lead paint situation and the Building Inspector about foundation work and the structure of the building. He would like to have access to the building.

- Can we see estimates for the work to be done?
- Has this proposal been vetted by the Housing Partnership/Fair Housing Committee (HP/FH)?
- Is there a possibility of multiple sources of funding and documentation of that?
- Could we see a statement of urgency in light of the proposed feasibility study?

Dave asked if this proposal was competing with the feasibility study proposal. Peter commented that he would like more information about why this makes sense to do in light of the request for \$20,000 to do a study. He said he would not want to spend \$40,000 to fix the foundation if the study were to recommend demolition. Vince said this proposal was in response to the Town's request for a demolition costing \$82,000. This proposal seeks funds to address those issues that might tip the scale in favor of demolition.

In response to the question of what other kinds of public forums will be held for input on what people would like to see on this property, Dave said that the public process would focus on the design of affordable housing, number of units, the size and location of the field, etc. The Town Manager has asked the Leisure Services and the Housing Partnership/Fair Housing Committees to take the lead on the public process. They co-hosted a meeting on Dec. 9, 2010 and will continue discussion of the property at their monthly

meetings. Nate Malloy said they will host meetings in late February and in April. Mr. Musante would like a recommendation on the property by mid-May so he can make decisions on how to proceed. Mary noted that the feasibility study wouldn't even begin until after Town Meeting. She suggested that there be a place on the town website to show photos from the tour of the Hawthorne property and results of public input from the Dec. 9 meeting as well as other information related to this property. Dave said he would encourage LSSE to move in that direction.

Historic Preservation

West Cemetery Restoration of Fencing for the Dickinson and Cutler Plots – \$50,000

- What has been done so far to keep the fencing from further deterioration, particularly for the Cutler plot?
- How long was the Cutler fencing left sitting on the ground?
- If CPA funds pay for molds to be made, will the Town control the molds for future use?
- Is the \$50,000 amount requested from actual estimates? Can we see the estimates?
- Can we see a list of all the CPA funded projects related to West Cemetery and where they stand?
- Can this project be phased?
- Can we see specific individual breakdowns of costs to fund repair of the Dickinson fence, the Cutler fence, and the whole project?

Town Clerk Archival Materials Conservation/Restoration – \$10,000

- How far have we come in preserving the materials that need to be preserved?
- Is this the final year? Do we have another five-year plan coming?
- How useful has this funding been?
- Please provide information on how these materials can be made available for use by the public for historical research and genealogy. Could we have a written statement about this for inclusion in the CPAC Report to Town Meeting?
- Can any of these materials be made available online?

Amherst Historical Society Museum Structural and Feasibility Study – \$35,000

- Where does this proposal rank on the Historical Commission's prioritization?
- Could we have an update on funds we gave the Amherst Historical Society last year? Are any funds remaining? Was everything that was needed to be done, taken care of with the funds?
- Could the Historical Society pledge matching funds for this study?
- We need clarification on how much money is requested because different amounts are on different memos.
- What exactly will be funded by this study? What are its components?

North Amherst Community Farm – \$25,000

- Emergency Repairs for Barn and Carriage House – \$15,000
- Structural Evaluation and Feasibility Study for Barn and Carriage House – \$10,000

Vince disclosed that he helped with organizing to preserve the NACF farm, but has no financial interest in the farm. John disclosed that he currently serves on the Board of the farm, but has no financial interest either.

A preservation restriction must be made on the barn and that would require that the barn be preserved in the future.

- Could we see an estimate for the emergency repairs to be done?
- Has the inventory for historic barns been done and where does this structure fit in the priority of buildings to be preserved?
- What is the likelihood of future requests?
- Where does this proposal rank on the Historical Commission's prioritization?

Hope Community Church Rehabilitation – \$45,000

- Roof Rehabilitation – \$26,000
- Foundation and Drainage Work – \$19,000

- Previously a church-related proposal was recommended to Town Meeting by CPAC, but it was rejected. How is this proposal different? A case will need to be made for Town Meeting. It might be helpful if church members reviewed the recording of that meeting.
- Is the church aware that a preservation restriction is required on the building?
- Where does this proposal rank on the Historical Commission's prioritization?

Open Space

Appraisals and Surveys – \$25,000

- Is this much money really needed at this time?
- Could we have an update of how previous funds have been spent and how much money remains?

Stosz Market Hill Road – \$150,000

- Will this be a conservation restriction or a fee acquisition? Please provide costs.
- Please give us detailed information on this proposal.
- How does this proposal fit with the Conservation Commission's priorities?
- This property is listed as under moderate threat while the Cole property is listed as under high threat of development. If we could only fund one property, could we have a clear rationale for why one property should be funded over another?
- What kind of public access would be allowed on the property?
- Would this proposal be dependent on any grant funding?

Cole Route 116 – \$200,000

- See questions for the Stosz property.

Dave said a second appraisal will be done on this property.

Recreation

Feasibility Study for a Multi-Use Path Connecting University of Massachusetts with North Amherst Center – \$50,000 – from Public Transportation and Bicycle Committee to be matched with \$50,000 in “in kind” professional services from UMass.

- Can we legally fund a proposal such as this under the CPA rules?
- It would be helpful to know how interested the owners of the private properties involved (North Village, Brandywine, et al.) are in granting easements for public access, in order to start a conversation with the University about what it was willing to do. It is unlikely that we could fund this project for the University portion, but could we hear something from the private property owners that they are interested in this proposal?
- Has this proposal been vetted by LWWS?
- Who would do the part of this study that we are asked to fund?
- Would the University sell the property to the Town for a nominal sum to allow CPA funds to be spent on a feasibility study, improvements, etc?
- It appears from the proposal that the University has already committed its staff to do some work on this project. It would be helpful to see results from that work before committing CPA funds. Does this project need to happen this year for CPA funding?
- What is the likelihood that this project is really going to happen in the real world? We don't want to fund a study that ends up on a shelf. Please provide more details about what the University has committed.
- Who is VHB?
- What exactly will we be getting in this study? Please list information that will be obtained.

Dave Ziomek said that Niels LaCour, who has worked on this project for a number of years, would be present on Feb. 3, 2011 to give information from the University's point of view.

Administrative

Community Preservation Coalition – \$1,500 – for member dues for consultant services, conferences, notices for public hearings, etc.

Signs for CPA projects – \$___ ? – Peter will contact Stuart Saginor to learn where other CPA communities purchase their signs.

SCHEDULE OF PRESENTATIONS AND PUBLIC HEARING

- Thursday, February 3 – detailed presentations from Housing & Recreation
- Thursday, February 17 – detailed presentations from Open Space & Historic Preservation
- Thursday, March 3 – Public Hearing (Peter will be unable to attend)

MINUTES

- **Motion** by Vince, 2nd by Mike to approve the minutes of 11/18/2010. **VOTED** 5–0–1 (Peter abstained)
- **Motion** by Mike, 2nd by John to approve the minutes of 12/16/2010. **VOTED** 5–0–1 (Vince abstained)

ADJOURNMENT

A motion was made adjourn at 9:00 pm. Voted unanimously.

NEXT MEETINGS

Our next meeting will be **Thursday, February 3, 2011 at 7:00 pm**. Our meetings are usually scheduled on the 3rd Thursday of the month from September through April 2011. Currently meetings are scheduled for Feb. 17, March 3 (Public Hearing) & 17 (decisions), and early April and April 21 (work on and finalize report to Town Meeting) & 28, and possibly May 18 (Wed.) and 26.

HOMEWORK

It is important for committee members to read materials ahead of time for the next meeting.

DOCUMENTS DISTRIBUTED

- Agenda, 1 page
- Spreadsheet “Financial Status for CPAC Funds”, 1/14/2011, 1 page
- Letter from James D. Lowenthal, President Mass Bike/Pioneer Valley, 12/16/2010, 2 pages
- “Updated Funding Proposals” for Open Space from Dave Ziomek, , 1/12/2011, 4 pages
- “Preliminary FY2012 CPA Project Proposals” from Housing Partnership/Fair Housing Committee, 12/10/2010, 3 pages
- Proposed Fiscal Year 2012 CPA Historic Preservation Projects, undated, 9 pages (68 pages total)
 - West Cemetery Iron Work photos, undated, 5 pages
 - FY12 Records Restoration List, undated, 1 page
 - Amherst Historical Society Proposal for CPA Funds, 12/7/10, 3 pages
 - “North Amherst Community Farm – Barn Stabilization Future Restoration” information and photos from Laura Fitch, David D. Parker, and Lyle Denit, 12/9/10, 9 pages
 - Letter from David Kastor, NACH Co-President, 1/13/2011, 1 page
 - “Jones Library CPA: Painting Conservation Proposal” from Tevis Kimball, 11/16/10, 10 pages
 - “Proposal to the Amherst Historical Commission and the Community Preservation Act Committee: Historical Preservation: North Amherst Library”, estimates with various dates, 4 pages
 - “Jones Library Chimney Restoration”, 9 pages
 - Photos of Hope Community Church, undated, 4 pages
 - Letters, plan, and estimates from Hope Community Church, various dates, 9 pages
 - Map and photos of Hawthorne property, undated, 4 pages
- FY2012 Proposal “Facilitating Restoration of the Hawthorne House for Owner-Occupied Affordable Housing from Vince O’Connor, 12/10/10, 2 pages
- FY2012 Proposals at a Glance, 1 page
- CPAC Minutes of 11/18/2010, 2 pages
- CPAC Minutes of 12/16/2010, 3 pages
- Email from Jonathan Tucker Re: CPAC Draft Minutes for Nov. 18 and Dec. 16, 2010
- “Town of Amherst Flexible Period Report: Community Preservation Fund”, 1/20/11, 2 pages

Respectfully submitted by Mary Streeter, Clerk

Approved February 17, 2011